

Rental Housing Licensing Inspections

Last Updated Friday, 28 July 2006

Both a Baseline inspection and a Safety inspection are required to:

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License a new rental property;

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renew a license when the previous license has expired;

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or renew a license when ownership has changed during the four year licensing period.

ONLY a safety inspection is required to:

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Renew a license which has not expired AND the property has not had a change of ownership during the four year licensing period.

Baseline Inspection

The Baseline inspection consists of two parts:

A. General inspection - Includes inspections of the exterior, egress, stairways, fire protection and gas appliances, food preparation and storage, lighting and ventilation, general conditions, and plumbing.

B. Electrical inspection

Both parts of the Baseline inspection must be completed by licensed rental inspectors.

Companies may be licensed to perform one or both parts of this inspection. Inspectors must have a:

A. General inspection - D-9 Licensed Contractor's license issued by the city of Boulder

B. Electrical inspection - Electricians license OR housing inspector certification from a nationally recognized program i.e.; ASHI, NAHI, NACHI, OR a ICC/ICBO Combination Inspectors certification

A list of licensed rental housing inspectors 19.41 Kb qualified to do the baseline inspections is available.

Safety Inspection

The safety inspection consists of three parts:

A. Fuel burning appliance inspection and tune-up:

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If either the space heating system or water heater is fuel burning (not electric) you will need to schedule a safety inspection.

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Condominiums are required to provide verification of inspection of any individual dwelling unit system OR common space heating/water heating appliances.

B. Smoke detectors - This consists of testing the smoke alarms and can be completed by the owner or property manager for the property.

C. Trash Service – This section can be completed by the owner or property manager for the property.

Part A of the safety inspection must be completed by a qualified heating maintenance person with the following credentials:

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City of Boulder A, B, or C mechanical license OR be a;

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State of Colorado licensed engineer OR be;

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Qualified Xcel service personnel

Parts B and C of the safety inspection can be completed by the property owner or their agent.

A list of persons/companies licensed to do part A of the Safety inspection is NOT available. Call any mechanical or heating contractor and inquire if they hold any of the licenses referenced above and are qualified to inspect and tune up fuel burning appliances for the rental housing licensing program.

Prices vary. We encourage you to compare prices between companies.

Tips for completing the baseline and safety inspections

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Walk through your property prior to the inspection and make certain it meets the minimum requirements of the code. A checklist of items the inspector will look at is included with the inspection forms.

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If you have renters, notify them that an inspection is scheduled.

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Meet the inspector at the property on the scheduled date and time with the enclosed inspection checklist(s) and all necessary keys.

At the completion of the inspection have the inspector sign the inspection compliance verification form(s). If the property does not meet the inspection standards the inspector may not be able to sign the form until the property is brought up to code.

